

BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

April 30, 2009

The Mississippi Department of Information Technology Services Board met in the 4th floor Class Room of the Robert G. Clark, Jr. Building, 301 North Lamar Street, Jackson, Mississippi 39201, on Thursday, April 30, 2009, at 1:30 P.M.

Members Present:

Thomas A. Wicker, Vice-Chairman

Steve Adamec

Derek Gibbs

Members Not Present:

John Hairston

Cecil Watkins, Chairman

Legislative Advisor Present:

Senator Sampson Jackson, II

Staff Members Present:

David L. Litchliter, Executive Director

Martha Pemberton, ISS Division Director

Lynn Ainsworth, ISS Deputy Division Director

Mitchell Bounds, Data Services Division Director

David Johnson, Accounting Manager

Roger Graves, Telecomm Services Division Director

Donna Nead Rogers, Special Assistant Attorney General

Paula Conn, ISS Technology Consultant

Debra Spell, ISS Technology Consultant

Teresa Washington, ISS Technology Consultant

Tina Wilkins, ISS Technology Consultant

Cheryl Yelverton, ISS Technology Consultant

Ravaughn Robinson, ISS Technology Consultant

Tangela Harrion, ISS Technology Consultant

Jane Woosley, ISS Technology Consultant

Sheila Kearney, ISS Technology Consultant

Melinda Simmons, ISS Technology Consultant

Gary LeBlanc, ISS Technology Consultant

Mike Hatch, Data Services Division

Debra Brown, Strategic Services Division

Bill Pinson, Telecomm Services Division

Rhonda Allen, Strategic Services Division

Others Present:

Becky Thompson, Mississippi Department of Finance and Administration

David Pitcock, Mississippi Department of Finance and Administration

Gayle Chittom, Mississippi Department of Finance and Administration

Cille Litchfield, Mississippi Department of Finance and Administration

Ed Smith, University of Mississippi Medical Center

Lee Ann Mayo, Capitol Resources

Mark Garriga, Butler Snow

Mike Mulvihill, Mississippi Department of Education

Richard Sims, Mississippi Oil & Gas Board

Michael Kinead, Mississippi Oil & Gas Board

Clay Richmond, University of Mississippi Medical Center

Kris Gautier, at&t

Travis Clayton, Ciber

Karen Powell, Mississippi Department of Human Services

Chris Christmas, Mississippi Department of Human Services

Serena Clark, Mississippi Governor's Office

Clay Johnston, Mississippi Department of Public Safety

Mark Allen, Mississippi Department of Public Safety

Sylvia Knight, Mississippi Secretary of State's Office

Karana Carroll, Mississippi Secretary of State's Office

Agenda Item No. 1: Tom Wicker called the meeting to order and directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on March 26, 2009.

On motion by Steve Adamec and second by Derek Gibbs that the minutes of the March 26, 2009 meeting be approved:

Motion carried; unanimously.

Agenda Item No. 2: Sheila Kearney and Cille Litchfield, Deputy Executive Director, presented an overview and request to issue RFP No. 3598-37635 for the acquisition of Enterprise Resource

Planning (ERP) Software for the **MISSISSIPPI DEPARTMENT OF FINANCE AND ADMINISTRATION (DFA)**. The staffs of ITS and DFA jointly request approval to advertise and publish RFP No. 3598-37635 for the acquisition of ERP Software.

On motion by Steve Adamec and second by Derek Gibbs that the staff recommendation be approved:
Motion carried; unanimously.

Agenda Item No. 3: Melinda Simmons and Mike Mulvihill, Associate State Superintendent for Vocational Education and Workforce Development, presented an overview and request to issue RFP No. 3600-38079 for the acquisition of Automotive Trainers for the **MISSISSIPPI DEPARTMENT OF EDUCATION (MDE), OFFICE OF VOCATIONAL EDUCATION AND WORKFORCE DEVELOPMENT**. The staffs of ITS and MDE jointly request approval to advertise and publish RFP No. 3600-38079 for the acquisition of Automotive Trainers.

On motion by Derek Gibbs and second by Steve Adamec that the staff recommendation be approved:
Motion carried; unanimously.

Agenda Item No. 4: Lynn Ainsworth presented an overview and request to issue RFP No. 3596-38099 for the acquisition of DIVS Program Management Services for various driver's license and identifications systems, and recommendation for Project No. 38098, for the acquisition/continuation of interim DIVS Program Management Services from Clerus Solutions, Inc., for the **MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY (MDPS)**. The staffs of ITS and MDPS jointly request approval to advertise and publish RFP 3596-38099 for the acquisition of DIVS Program Management Services for various driver's license and identifications systems and recommend continued use of Clerus Solutions, Inc., to provide interim DIVS Program Management through July

31, 2009, at a total lifecycle cost of \$518,604.00.

On motion by Derek Gibbs and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 5: Melinda Simmons and Mike Mulvihill, Associate State Superintendent for Vocational Education and Workforce Development, presented the recommendation for Project No. 38019 for the **MISSISSIPPI DEPARTMENT OF EDUCATION (MDE), OFFICE OF VOCATIONAL EDUCATION AND WORKFORCE DEVELOPMENT** for the creation of an ICT/STEM EPL and to delegate to the ITS Executive Director approvals for the 2009-2010 school year. The staffs of ITS and MDE jointly recommend approval for the creation of an ICT/STEM EPL for Phase III of this curriculum redesign initiative, with approval of purchases from the ICT/STEM EPL delegated to the ITS Executive Director at an amount not to exceed \$21,000,000.00 for the 2009-2010 school year.

On motion by Steve Adamec and second by Derek Gibbs that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 6: Ravaughn Robinson and Edward Smith, Executive Director, Supply Chain, presented Project No. 37621, requesting approval of an exemption for the **UNIVERSITY OF MISSISSIPPI MEDICAL CENTER (UMMC)** for the acquisition of a Point of Use System. The staffs of ITS and UMMC jointly recommend post-award approval of the exemption request at a total 3-year lifecycle cost of \$1,821,291.00, with the option of two additional one-year term renewals. UMMC has solicited proposals in accordance with all statutory requirements for such acquisitions.

On motion by Steve Adamec and second by Derek Gibbs that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 7: Debra Spell presented the recommendation for RFP No. 3565-37528 for the continuation of employment and income verification services for the **MISSISSIPPI DEPARTMENT OF HUMAN SERVICES (MDHS)**. The staffs of ITS and MDHS jointly recommend the continuation of the contract with TALX Corporation as lowest and best Vendor responding to RFP No. 3565, to provide employment and income verification services at a total three-year lifecycle cost of \$2,655,600.00.

On motion by Steve Adamec and second by Derek Gibbs that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 8: Tangela Harrion and Sylvia Knight, CIO, presented the recommendation for RFP No. 3363-38081 for the continuation of the Agreement with Cornerstone Consulting Group for project management services in support of the Business Services Division for the **MISSISSIPPI SECRETARY OF STATE'S OFFICE (MSOS)**. The ITS Executive Director has previously approved project management services in May 2004, March 2006, October 2007, August 2008 and March 2009, for a lifecycle cost of \$266,442.00. The staffs of ITS and MSOS jointly recommend approval for the continuation of this Agreement with Cornerstone Consulting Group through June 30, 2012, in an amount not to exceed \$372,992.00, for project management consulting services for the Business Services Division of MSOS in support of BFOCUS. With this continuation, the revised total lifecycle cost of this project is \$639,434.00.

On motion by Derek Gibbs and second by Steve Adamec that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 9: Teresa Washington and Rick Sims, IT Director, presented the recommendation for Project No. 38140 for a Change Order to the Agreement with Ground Water Protection Council (GWPC) to upgrade the Risk-Based Data Management System (RBDMS) to include a financial module for the **MISSISSIPPI STATE OIL AND GAS BOARD (MSOGB)**. The ITS Executive Director originally approved consulting services to upgrade, design, customize, integrate, and implement the RBDMS in January 2008 for a lifecycle cost of \$500,611.00. The staffs of ITS and MSOGB jointly recommend approval of this Change Order Request in the amount of \$115,634.00, to upgrade the Risk-Based Data Management System (RBDMS) to include a financial module. With this Change Order, the revised total lifecycle cost of this project is \$616,245.00. On motion by Tom Wicker and second by Steve Adamec that the staff recommendation be approved: Motion carried; unanimously.

Steve Adamec stated that there was a need to go into closed session to determine the need for executive session regarding prospective litigation. On motion by Steve Adamec and second by Derek Gibbs that the ITS Board convene in closed session to determine the need for executive session: Motion carried; unanimously.

The determination for executive session was discussed in closed session, and on motion by Steve Adamec and second by Derek Gibbs that the ITS Board convene in executive session to discuss pending litigation and the prospective purchase of lands: Motion carried; unanimously.

The ITS Board convened in executive session.

Members Present:

Thomas A. Wicker, Vice-Chairman

Steve Adamec

Derek Gibbs

Members Not Present:

John Hairston

Cecil Watkins, Chairman

Legislative Advisor Present:

Senator Sampson Jackson, II

Staff Members Present:

David L. Litchliter, Executive Director

Donna Rogers, Special Assistant Attorney General

Martha Pemberton, ISS Division Director

Lynn Ainsworth, ISS Division Deputy Director

Paula Conn, ISS Technology Consultant

Melinda Simmons, ISS Technology Consultant

Others Present:

Mark Garriga, Butler Snow

No actions were taken during executive session.

On motion by Steve Adamec and second by Derek Gibbs that the ITS Board conclude executive session and return to open session:

Motion carried; unanimously.

The Board acknowledged Agenda Item No. 10 regarding the summary of equipment, software and services, exemptions and sole source procurements approved by the ITS Executive Director.

On motion by Steve Adamec and second by Derek Gibbs that the following per diem and expenses be approved:

Steve Adamec - per diem and expenses for 2 days;

Board Meeting, April 30, 2009, and

Mississippi Stimulus Summit, April 16, 2009.

Derek Gibbs - per diem and expenses for 1 day;

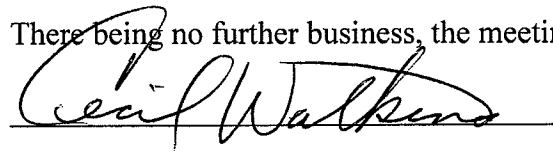
Board Meeting, April 30, 2009.

Thomas A. Wicker - per diem and expenses for 1 day;

Board Meeting, April 30, 2009.

Motion carried; unanimously.

There being no further business, the meeting was adjourned.



Cecil Watkins, Chairman



Tom Wicker, Vice-Chairman